

BEVERLY DE GALA

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WORK EXPERIENCE

- **Documents Controller / Secretary, Ramadan El Issawi General Contracting LLC**, Dubai, United Arab Emirates(Jan 2019 to Present)
- **Document Controller / Secretary, Reem Capital Contracting**, Dubai, United Arab Emirates(Oct 2017 to Jan 2019)
- **Sales Promoter / Cash Desk Clerk, Nescafe Dolce Gusto**, Dubai, United Arab Emirates(Jan 2017 to Aug 2017)
- **Customer Service Crew, McDonalds**, , Philippines(Feb 2014 to Jan 2015)
- **Customer Service Crew, Jollibee Foods Corporation**, , Philippines(Sep 2012 to Jan 2013)

EDUCATIONAL BACKGROUND

- **Manuel S. Enverga University Foundation**, , **Bachelor of Elementary Education**, 2016,

SKILLS

- ms powerpoint
- hardworking
- ms excel

PERSONAL BACKGROUND

- **Birthday:** - 1994-11-20